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United States Department of Agriculture  
Agricultural Adjustment Administration  
Washington, D. C.

AUG 24 1938 ☆

U. S. Department of Agriculture

ARTICLES OF ASSOCIATION

OF

COUNTY AGRICULTURAL CONSERVATION ASSOCIATION

(As amended July 28, 1938)

ARTICLE I. -- NAME

Section 1. The name of this Association shall be the Agricultural Conservation Association of \_\_\_\_\_ County, \_\_\_\_\_, hereinafter referred to as the "Association". (State)

ARTICLE II. -- PURPOSE

Sec. 21. Purpose. -- The purpose of the Association shall be to cooperate with the Secretary of Agriculture of the United States, hereinafter referred to as the "Secretary of Agriculture", the Agricultural Adjustment Administration, and other agencies of the Department of Agriculture in carrying out the provisions of Sections 7 to 17, inclusive, of the Soil Conservation and Domestic Allotment Act, the Agricultural Adjustment Act of 1938, the Federal Crop Insurance Act, the Sugar Act of 1937, and any amendments to such acts, and such other Acts of Congress as the Secretary of Agriculture may designate. The Association shall not engage in other activity.

ARTICLE III. -- MEMBERSHIP

Sec. 31. Qualification for Membership. -- Any person who is participating or cooperating in any program developed under any of said acts of Congress, or who has an interest in a farm and who states in writing on a form prescribed by the Agricultural Adjustment Administration his intention to participate or cooperate in any such program, with respect to any farm or ranch in the county shall be a member of the Association.

Sec. 32. Termination of Membership. -- Any person otherwise a member of the Association shall cease to be a member thereof when it becomes evident that he cannot qualify for any payment or grant of aid in the county in connection with the programs under Acts of Congress listed in Section 21.

ARTICLE IV. -- LOCAL AND COUNTY ORGANIZATIONS

Sec. 41. Local Administrative Areas. -- The county may be divided into local administrative areas, hereinafter referred to as

communities. The boundaries of the communities shall be fixed by the Secretary of Agriculture. No such community shall include more than one county or parts of different counties.

Sec. 42. Delegates to the County Convention. -- Except in any county in which there is only one community committee, members of the Association entitled to vote at the community election meetings shall, at the time of the election of the community committee, elect from their number a delegate, and an alternate delegate to serve in case of absence, disability, resignation, disqualification, or removal of the delegate, to a county convention for the election of the county committee.

Sec. 43. Community Committee Members and Alternates. -- Members of the Association residing in a community and participating or cooperating in any program currently administered in such community through the Association shall elect annually from their number a community committee of three members, of whom one shall be elected as a chairman and one as vice-chairman. At the same election members of the Association residing in the community shall also elect from their number first and second alternate members of the community committee to serve in the order elected in case of the absence, disability, resignation, disqualification, or removal of any committeeman. With the prior approval of the Agricultural Adjustment Administration, a smaller number of members and alternates may be elected to any community committee.

Sec. 44. County Committee. -- A. The delegates to the county convention from the several communities in a county shall, in an annual convention held at such time and at such place as may be prescribed by the Agricultural Adjustment Administration, elect the county committee for the county, which shall consist of three farmers who are members of the Association. One of such members shall be elected as chairman and one as vice-chairman of the county committee. At the same election such delegates shall also elect from the members of the Association first and second alternate members of the county committee to serve in the order elected in case of the absence, disability, resignation, disqualification, or removal of any county committeeman.

B. If the county agricultural extension agent for the county is not elected secretary to the county committee, he shall be ex officio a member of the county committee but shall not have the power to vote.

C. In any county in which there is only one community committee the community committee shall also be the county committee.

Sec. 45. Vacancies. -- In case of a vacancy in the office of chairman of a county or community committee, the respective vice-chairman shall become chairman; in case of a vacancy in the office of vice-chairman the third regular member shall become vice-chairman; in case of a vacancy in the office of the third regular member, the first alternate shall become the third regular member; and in case of a

vacancy in the office of the first alternate the second alternate shall become the first alternate. In the event that a vacancy occurs in the membership of the committee when no alternate is available to fill the vacancy, an election to fill such vacancies as exist in the membership and in the panel of alternates shall be held in the manner prescribed in this Article IV.

#### ARTICLE V. -- COMMITTEES, OFFICERS, AND EMPLOYEES.

##### Sec. 51. Eligibility of Committee, Delegates, and Alternates.--

A. Any member of the Association otherwise qualified shall be eligible to serve as a committeeman, delegate, or alternate only if such member --

(1) is engaged in farming or ranching and derives a substantial part of his income directly from farming or ranching;

(2) is a resident of the community or county for which the committee, delegate, or alternate is elected;

(3) has during the current year qualified for a payment or grant of aid in connection with a program administered by the Association in the county for which the committee, delegate, or alternate is elected or in the county in which he was engaged in farming or ranching during such year;

(4) is not holding, or is not, has not been during the current year, or does not become a candidate for, any Federal, State, or major county office filled by an election held pursuant to law;

(5) is not an officer or employee of any political party or organization;

(6) has not been removed for cause from office as committeeman, delegate, alternate, officer, or employee of any Association or like organization, or from public office, or convicted of any fraud, larceny, or embezzlement, or any felony.

B. Any member of the Association otherwise qualified who has been elected as a member of the community committee may also be elected as a delegate to the county convention or as a member of the county committee, or both, but, unless otherwise provided by the Agricultural Adjustment Administration, when a member of the community committee becomes a member of the county committee he shall cease to be a member of the community committee.

Sec. 52. Secretary to the County Committee. -- The secretary to the county committee and the Association (hereinafter referred to as secretary to the county committee) shall be selected by the county committee, subject to the approval of the Agricultural Adjustment Administration. The secretary need not be a member of the Association,

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and may be the county agricultural extension agent but shall not be a member of the county committee.

Sec. 53. Treasurer of the County Committee. -- A. The treasurer of the county committee and of the Association (hereinafter referred to as the treasurer of the county committee) shall be selected by the county committee, subject to the approval of the Agricultural Adjustment Administration. The treasurer need not be a member of the Association but shall not be the county agricultural extension agent or a member of the county committee. The offices of secretary to and treasurer of the county committee may, in the discretion of the county committee, be combined, except where the county agricultural extension agent shall have been selected as secretary to the county committee.

B. The treasurer of the county committee shall furnish good and sufficient bond, faithfully to carry out the duties of his office. The amount, terms, conditions, and form of the bond shall be fixed by the Agricultural Adjustment Administration, and any cost of furnishing said bond shall be an item of expense of the Association. No person shall qualify as treasurer until the bond has been filed and approved.

Sec. 54. Secretary to Community Committee. -- A community committee shall select a secretary subject to the approval of the Agricultural Adjustment Administration or may utilize the county agricultural extension agent or secretary to the county committee for such purpose.

Sec. 55. Term of Office. -- A. The terms of office of all members, alternates, and officers of county and community committees shall begin on January 1 after their election unless an earlier date is specified for any area by the Agricultural Adjustment Administration and shall continue for a period of one year or until their respective successors have been elected and have qualified. For the year 1938 the term of office of such members, alternates, and officers shall commence immediately upon their election and qualification.

B. The terms of office of delegates and their alternates shall begin immediately upon their election and shall continue until their successors have been elected.

Sec. 56. Removal from Office. -- A. Any member or officer of the community committee or officer or employee of the county committee who fails to perform the duties of his office, is incompetent, or commits fraud may be removed by the county committee subject to the approval of the Agricultural Adjustment Administration. If the county committee fails to act promptly in such case the Agricultural Adjustment Administration may remove such committeeman, officer, or employee.

B. Any elected member of the county committee who fails to perform the duties of his office, is incompetent, or commits fraud may be removed by the Agricultural Adjustment Administration.

C. Any community or county committeeman who is removed from office shall have the right of appeal to the Agricultural Adjustment Administration for a review of the facts. Any individual who on such review is cleared of charges shall not be considered ineligible by reason of such removal within the meaning of Section 51A (6).

Sec. 57. Political Activity. -- A. No person who has been a candidate during the current year or who holds or becomes a candidate for a Federal, State, or major county office filled by an election held pursuant to law or who is an officer or employee of any political party shall be eligible to serve as a member, officer, or employee of a county or community committee or as a delegate to the county convention. The tenure of office of any committeeman, delegate, officer, or employee shall be automatically terminated and a vacancy shall exist when such person becomes such a candidate or accepts such a political position.

B. The office, clerical, mailing, or other facilities of the Association shall not be used for political purposes, nor shall any such facility be used in any way to support, assist, or oppose any political candidate or party or for any other purpose than those set forth in Article II.

#### ARTICLE VI. -- DUTIES OF COMMITTEES AND OFFICERS

Sec. 61. Duties of County Committee. -- The county committee, subject to the general direction and supervision of the Agricultural Adjustment Administration, shall be generally responsible for the carrying-out of the purposes of the Association in the county. In so doing the committee shall --

(a) Determine farm acreage allotments, goals, normal yields, and other agricultural facts required under the programs formulated under the statutes listed in Section 21 for farms in the county, in accordance with regulations prescribed by the Secretary of Agriculture and instructions issued by the Agricultural Adjustment Administration;

(b) Select the secretary to and the treasurer of the county committee, provide for the employment of necessary personnel of the county committee, and fix the rate of compensation for such personnel, subject to the approval of the Agricultural Adjustment Administration;

(c) Supervise and direct the activities of the community committees established in the county;

(d) Review and certify, if otherwise correct, prescribed forms filed by, or on behalf of, members of the Association;

(c) Make available to members of the Association authorized information with respect to programs in which the Association is being utilized;

(f) Recommend to the Secretary of Agriculture changes in boundaries of communities;

(g) Recommend to the Agricultural Adjustment Administration changes in or additions to programs under the statutes listed in Section 21;

(h) Conduct such hearings and investigations as the Agricultural Adjustment Administration may request; and

(i) Perform such other duties as may be prescribed by the Agricultural Adjustment Administration.

Sec. 62. Duties of Officers of the County Committee. -- A. Chairman. -- The chairman of the county committee shall preside at meetings of the county committee and of the Association, supervise the work of the county committee, certify, if otherwise correct, such documents as may require his certification, and perform such other duties as may be assigned to him.

B. Vice-Chairman. -- The vice-chairman of the county committee shall, in the absence of the chairman, serve as acting chairman of the county committee and in such capacity he shall perform such duties as would be performed by the chairman.

C. Secretary. -- The secretary to the county committee shall be custodian of all the records and documents filed in the office of the Association. He also shall --

(1) Maintain an adequate supply of official forms required for use by members of the Association;

(2) Certify the results of all elections held in the county or communities within the county;

(3) Give public notice of the designation and boundaries of each community within the county not less than ten days prior to the election of community committeemen and delegates or alternates;

(4) Cause due notice to be given of all acreage allotments and such other information as may be required;

(5) Provide for the accessibility of information to the public as follows:

(a) Make available for public inspection in the Association office information pertaining to each farm within the county with respect to the number of acres in acreage allotments or goals

that may be established for the farm, the average yields or productivity indexes established for the farm, and the acreage of range land and grazing capacity therof for each ranching unit owned or operated in the county by members of the Association;

(b) Post conspicuously in the office of the Association a list of the names (but not the mail addresses) of all members of the Association receiving payments for cooperating in the authorized programs, together with the amount of the payment or payments received by each. This information shall be posted not sooner than 30 nor later than 60 days after payments have been received by the farmers;

(c) Post conspicuously in the office of the Association each year the names and addresses of all committeemen, officers, and employees of the Association, the amount received as pay by each as such committeeman, officer, or employee, and the total amount of the Association's administrative expenses for that year;

(6) Give due public notice at least five calendar days in advance of all meetings of the Association, all elections of community committeemen, and all conventions of delegates to elect the county committee; and

(7) Perform such other duties as may be assigned to him by the county committee or the Agricultural Adjustment Administration.

D. Treasurer. -- The treasurer of the county committee shall have custody of all funds of the Association and shall disburse such funds only upon the authorization of the chairman of and secretary to the county committee, evidenced in writing on forms prescribed by the Agricultural Adjustment Administration. Such treasurer shall also receive, hold, dispose of, and account for any other funds, negotiable instruments, or property, private or public, as provided in applicable rules, regulations, or instructions which are now or may hereafter become effective, authorizing him to receive and so handle such other funds, negotiable instruments, or property.

Sec. 63. Duties of Community Committees. -- The community committee shall --

(a) Assist the county committee in determining acreage allotments, goals, normal yields, and other agricultural facts required under the programs listed in Section 21 for farms in the county;

(b) Inform farmers concerning the purposes and provisions of programs being administered in the county through the Association;

(c) Assist in arranging for and conducting the necessary community meetings of members of the Association; and

(d) Perform such other duties as shall be assigned to them by the county committee or the Agricultural Adjustment Administration.

Sec. 64. Duties of Officers of Community Committees. -- A. Chairman of community committee. -- The chairman of the community committee shall preside at all meetings of the community committee and of the members of the Association in the community. He shall supervise the work of the members of the community committee.

B. Vice-Chairman. -- The vice-chairman of the community committee shall, in the absence of the chairman, perform such duties and functions as would be performed by the chairman.

C. Secretary. -- The secretary to the community committee shall perform such duties as may be assigned to him by the secretary to the county committee or by the Agricultural Adjustment Administration.

#### ARTICLE VII. -- OFFICES

Sec. 71. Office of the County Association. -- The office of the Association shall be located at such place in the county as may be selected by the county committee subject to the approval of the Agricultural Adjustment Administration.

#### ARTICLE VIII. -- CUSTODY AND PUBLICATION OF BOOKS AND RECORDS

Sec. 81. Custody. -- All books, records, and documents of the Association shall be the property of the Agricultural Adjustment Administration and shall be maintained in good order in the office of the Association in the custody of the secretary to the county committee.

Sec. 82. Inspection. -- The books, records, and documents of the Association shall be available for examination (1) at all times by officers and committeemen in the performance of their duties and by any authorized representative of the Secretary of Agriculture or of the Agricultural Adjustment Administration, and (2) at any reasonable time by any member of the Association insofar as his interest under the programs administered by the Association may be affected. They shall not be available for inspection or examination by any other person, except with the prior approval of the Secretary of Agriculture or of the Agricultural Adjustment Administration.

#### ARTICLE IX. -- MEETINGS

Sec. 91. Purpose. -- Meetings of any community committee or of the county committee shall be called only when necessary for the performance of the duties of the committee.

Sec. 92. Time and Place of Meetings. -- Meetings of the county committee and of the Association may be held at the office of the Association or at any other suitable and readily accessible place within the county.

Meetings of delegates to the county convention shall be held at such time and at such place within the county as may be prescribed by the Agricultural Adjustment Administration.

Sec. 93. Call and Notice. -- Due notice shall be given of each meeting of any community committee, the county committee, the county convention, or the Association. Any such committee meeting may be called by the chairman or acting chairman of the committee.

Sec. 94. Quorum. -- A majority of any committee shall constitute a quorum for the transaction of business. A majority of the delegates elected to the county convention shall constitute a quorum for the election of county committeemen.

Sec. 95. Voting. -- Each member of the Association, delegate to the county convention, or member of a community or county committee eligible to vote shall be entitled to only one vote. There shall be no voting by proxy.

#### ARTICLE X. -- DEDUCTIONS FOR ASSOCIATION EXPENSES

Sec. 101. Deductions for Expenses and Notice Thereof. -- A. All or such part, as the Secretary of Agriculture may prescribe, of the estimated administrative expenses of the Association may be deducted pro rata from any payments or loans made to members of the Association in connection with any program with which the Association is concerned.

B. In each case where any administrative expenses are deducted in connection with a program current after June 30, 1938, each member of the Association shall be apprised, in the form of a statement on a form prescribed by the Agricultural Adjustment Administration accompanying the check evidencing the payment or loan, of the amount or percentage deducted from such payment or loan on account of such administrative expenses.

#### ARTICLE XI. -- AMENDMENTS

Sec. 111. These Articles of Association may be amended from time to time by the Secretary of Agriculture.

#### ARTICLE XII. -- ADOPTION OF ARTICLES

Sec. 121. These Articles of Association shall become effective upon approval by the Secretary of Agriculture.

Sec. 122. Nothing herein contained shall necessitate the reorganization of any community or county committee elected and constituted for the year 1938 prior to February 1, 1938, nor require the change of any procedure established for the filling of vacancies in such committees, except in counties where community boundaries are changed by the Secretary of Agriculture during 1938.

The foregoing Articles of Association are hereby approved,  
effective as of the date shown below.

H. A. WALLACE

Secretary of Agriculture

Date: \_\_\_\_\_

By

Duly Authorized Representative